

RICHMOND COUNTY BOARD OF SUPERVISORS

January 10, 2013

MINUTES

At a regular meeting of the Board of Supervisors for Richmond County, Virginia, held on the 10th day of January 2013 thereof in the Public Meeting Room of the County Office Building.

Present:

F. Lee Sanders, Chairman
Courtney M. Sisson, Vice-Chairman
Richard E. Thomas, Member
Jean C. Harper, Member
John L. Haynes, Jr., Member

Also Present:

R. Morgan Quicke, County Administrator
Jon Grimm, Planning and Zoning Director/Assistant County Administrator
Jennifer L. Clark, Finance Officer
Edith Anne Sanders, Treasurer
Douglas A. Bryant, Sheriff
T. Richard English, Code Compliance Officer
D. Barry Sanders, Code Administrator
David Lankford, Captain, EMS
Sarah Schmidt, Richmond County Public Schools
David Brown, VDOT
Randy Passagaluppi, Chief, Richmond County Volunteer Fire Department
Diane Siason, Northern Neck News

WELCOME AND CALL TO ORDER – R. MORGAN QUICKE, COUNTY ADMINISTRATOR

Mr. R. Morgan Quicke, County Administrator, called the meeting to order at 9:00 a.m.

INVOCATION AND PLEDGE OF ALLEGIANCE – COURTNEY SISSION

Mrs. Courtney Sisson gave the invocation followed by the Pledge of Allegiance.

ANNUAL ORGANIZATIONAL MATTERS

Mr. Morgan Quicke opened the floor for nominations for the Chairman of the Board of Supervisors for the calendar year 2013.

“On a motion made by Courtney M. Sisson, the Board voted: F. Lee Sanders, abstain, Courtney M. Sisson – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to elect F. Lee Sanders as Chairman of the Richmond County Board of Supervisors for the calendar year 2013.”

(Supervisor Thomas entered the meeting after the Chairman vote.)

Chairman Sanders asked for nominations for the Vice-Chairman of the Board of Supervisors for the calendar year 2013.

Chairman Sanders opened the floor for nominations for Vice-Chairman for the Richmond County Board of Supervisors for calendar year 2013. ***“On a motion made by Richard Thomas the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – abstain; Jean C. Harper – aye; Richard E. Thomas – aye; John L. Haynes, Jr. – aye: to elect Courtney M. Sisson as Vice-Chairman of the Richmond County Board of Supervisors for the calendar year 2013.”***

“On a motion made by Courtney M. Sisson, the Board voted: F. Lee Sanders. – aye; Courtney M. Sisson – aye; Jean C. Harper – aye; Richard E. Thomas – aye; John L. Haynes, Jr. – aye: to set calendar year 2013 Board of Supervisors meetings for the 2nd Thursday of each month, with the meeting to begin at 9:00 a.m. and with all advertised public hearings to be held at 7:00 p.m. on the same day; hold all meetings in the Richmond County Public Meeting Room, with the alternate site to be the General District Courtroom should the Public Meeting Room be unavailable for any reason. The motion also included in case of inclement weather or other weather emergency or holidays which prohibited holding of the meeting on the regular day, the Board meeting is automatically rescheduled to the Wednesday after the 2nd Thursday.”

“On a motion made by Courtney M. Sisson, the Board voted: – F. Lee Sanders – aye; Courtney M. Sisson – aye; Jean C. Harper – aye; Richard E. Thomas – aye; John L. Haynes, Jr. – aye: to authorize the county checks to be signed by the Chairman or Vice-Chairman, Treasurer and County Administrator.”

APPOINTMENTS

“On a motion made by Courtney M. Sisson, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to appoint Richard E. Thomas, John L. Haynes, Jr., F. Lee Sanders and Richard Gouldin (citizen member) to serve on the Northern Neck Planning District Commission for the calendar year 2013.”

“On a motion made by Courtney M. Sisson, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr.; aye: to appoint F. Lee Sanders to serve on the Northern Neck Planning District Commission Executive Committee with Richard E. Thomas to serve as the alternate on that Commission for the calendar year 2013.”

“On a motion made by John L. Haynes Jr., the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to appoint Jean C. Harper to the Richmond County Department of Social Services Board for a one-year term.”

Supervisor Haynes currently is the representative on the Rappahannock River Basin Commission with Supervisor Thomas as the alternate. Supervisor Haynes proposed to appoint Richard English as the Board of Supervisors' representative. There was some discussion if it was required to be a Board of Supervisors member or the Board could appoint a staff person. By consensus, the Board decided to table this appointment until the February 14, 2013 meeting.

“On a motion made by Courtney M. Sisson, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to appoint F. Lee Sanders as the Richmond County Emergency Services Director for calendar year 2013.”

“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to appoint R. Morgan Quicke as the Richmond County Emergency Services Deputy Director for the calendar year 2013.”

“On a motion made by Courtney M. Sisson, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to appoint Gregory A. Baker as Richmond County Emergency Services Coordinator for the calendar year 2013.”

“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to appoint R. Morgan Quicke as Richmond County Emergency Services Deputy Coordinator for calendar year 2013.”

ADOPTION OF RICHMOND COUNTY BOARD OF SUPERVISORS BY-LAWS AND PUBLIC HEARING PROCEDURES

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to adopt the Richmond County Board of Supervisors By-Laws and the Public Hearing Procedures.”

RICHMOND COUNTY PUBLIC SCHOOLS

Ms. Sarah Schmidt, Assistant School Superintendent, spoke about the attendance rates of Richmond County Public Schools.

Supervisors Haynes discussed the composite index equating to more dollars from the state.

Supervisor Haynes also congratulated the Richmond County Students and Staff for their good work.

VIRGINIA DEPARTMENT OF TRANSPORTATION

Mr. David Brown, Residency Administrator, gave an update on the routine maintenance issues such as ditch work on the lower portion of the County; remove vegetation which includes working with inmates on these projects. On Route 360 (West Richmond Road) VDOT is installing guardrail to meet state guidelines.

Route 638 (Oak Row Road) will be included in the Six-Year Plan which will be on the agenda for the March 14, 2013 meeting. Smith Lane upgrades are in the final phase to begin work; permits and documents are being finalized for this project and work should begin in late spring (March).

A speed study is under review for Sharps/Farnham Creek Road.

Mr. Quicke asked Mr. Brown about the status of Indianfield Road. Mr. Brown said that this project should be on the work schedule for late spring or summer.

The County and the Town of Warsaw had approached VDOT some time ago about studying the 5 way, Route 360 Intersection. Town Manager John Slusser and Mr. Quicke met with VDOT before Christmas to discuss a few different alternatives that they had come up with regarding future improvements to help the safety of the intersection. A public information meeting may be scheduled in the future in coordination with VDOT and the Town of Warsaw. Mr. Quicke noted to the Board that the project was still in the works; however, no action is needed to be taken at this point.

SHERIFF

Sheriff Douglas A. Bryant reported that his office has dispatched 576 calls for service since December 13th. The office dispatched 8132 calls for service in 2012. So far in 2013, 181 calls have been dispatched.

The Northern Neck Regional Jail population for Richmond County this past week was 33.

The total delinquent fines and cost collected for the month of December 2012 is \$336.85 and the total delinquent fines and cost collected since April 2007 is \$120,603.62.

Sheriff Bryant reported there were no major problems during the holidays.

Sheriff Bryant requested the Board of Supervisors' approval to utilize part-time funding to assign a deputy to the schools each day from 8:00 a.m. to 3:00 p.m. The deputy would float from each school. There is part-time funding in the current 2012-2013 budget; however, there may be a shortage before the end of fiscal year and a supplemental appropriation may have to be requested in June 2013.

Sheriff Bryant is seeking funding to purchase software which would enable the officers to view the cameras at the schools from the officers' vehicles and office. Sheriff Bryant will seek funding in the upcoming 2013-2014 budget year.

It was the consensus of the Board to support Sheriff Bryant's request to assign a deputy to the schools each day and support the funding for these security measures.

Sheriff Bryant has executed a memorandum of understanding with the Department of Corrections for tactical training. Sheriff Bryant is seeking grant funding for Fiscal Year 2013-2014 Budget with a 90/10 match which equates to \$3,500 in local dollars for tactical vests. This would be a one-time equipment grant.

Sheriff Bryant stated he was pleased to report that the Sheriff's Office worked with Lancaster and Northumberland County Sheriff's Office in the recent discovery of a meth lab in Lancaster County.

TREASURER

Mrs. Edith Anne Sanders, Treasurer, presented the monthly Trial Balance Report for the month of December 2012.

CODE COMPLIANCE OFFICER

Mr. Richard English, Code Compliance Officer, reported the following activities for the month of December 2012: 1 revised and 1 new site plan were submitted for review of E&S and Stormwater (they are currently still under review); there are currently 25 active land disturbing projects in the County (44 total for 2012); 0 land disturbing projects were completed (19 total for 2012); 0 new land disturbing permits were issued (24 new for 2012) (22 in 2011); made a total of 19 E&S site inspections.

There was a Wetlands Hearing held in December 2012 with one item on the agenda and it was approved unanimously. There are no pending wetland projects this month. There were a total of 5 projects in 2012 that were approved by the Wetlands Board (5 in 2011). There were a total of 9 building permits issued in 2012 for water dependent facilities (16 in 2011).

DIRECTOR OF PLANNING & ZONING

Mr. Jon Grimm presented the Comparison Land Use Report for 2010, 2011 and 2012.

Mr. Grimm told the Board that the Richmond County Planning Commission deferred its regular meeting pending appointments from the Board of Supervisors. The Planning Commission will meet on Monday, February 11, 2013 at 7:00 p.m. in the Public Meeting Room.

Mr. Grimm stated that he will be attending a Northern Neck Tourism Commission meeting on Friday, January 11, 2013 and will provide a report at the February 14, 2013 meeting.

CODE ADMINISTRATOR

Mr. Barry Sanders presented the monthly building permit report for the month of December 2012. There were 9 new projects begun with a construction cost of \$345,875.14 and total permit fees collected were \$1,212.91.

Mr. Sanders presented comparison reports for the Building Permits for 2010/2011/2012.

Mr. Sanders apprised the Board of several new projects that are in the process. There are plans for a log home in Garland Lake, Café/Bakery on Main Street, Banquet Hall in Food Lion Shopping Center, and Cuddle Bugs Day Care will be expanding in the old Counseling Center on Hamilton Blvd.

CHIEF OF EMERGENCY SERVICES

Captain David Lankford reviewed the activities of his department as follows: 110 – 911 calls in Richmond County; 1 – call for mutual aide to bordering counties for ALS provider; 2 – calls to bordering Counties for mutual aide; 1 – mutual aide call into Richmond County (Crookhorn Road); 5 – calls in Richmond County which were handled by off duty personnel and VFD; 2 – flyouts.

Richmond County Department of Emergency Services has been approved and is now an American Safety Health Institute training site.

RICHMOND COUNTY VOLUNTEER FIRE DEPARTMENT

Captain David Lankford, Richmond County Department of Emergency Services gave the RCVFD report (Captain Randy Passagaluppi was called away for an emergency response). Captain Lankford reported the following activities for the month of December 2012: Company 1 – 16 total calls (1 EMS assist); Company 2 – 8 total calls (4 EMS assist); Company 3 – 3 total calls (3 EMS assist). The total calls for December 2012 is 27 with 8 EMS assist. The yearly total calls are as follows: Company 1 – 189 calls (23 EMS assist); Company 2 – 111 calls (38 EMS assist); Company 3 – 67 calls (with 36 EMS assist). 367 total calls for the County with 97 EMS assist.

Firefighter One students have completed the testing portion of the program. It was a very pass rate. They are now entering the Hazardous Materials portion.

PUBLIC COMMENT

Mrs. Edna Rogers, Richmond County Community Support Group, asked the Board to remember this organization as they are still interested in the property if the County decides to dispose of the property once the new school construction is completed. Mrs. Rogers asked the members of the group to stand and be recognized.

RICHMOND COUNTY PLANNING COMMISSION APPOINTMENTS

“On a motion made by Courtney M. Sisson, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to appoint John Lewis to the Richmond County Planning Commission.”

Mr. Quicke reminded the Board that there are still two appointments to be made to the Planning Commission and an appointment to be made to the Industrial Development Authority. Mr. Quicke will place these appointments on the February 14, 2013 meeting agenda.

EMS BILLING COLLECTION

Mr. Quicke and Chief Baker have been in contact with three collection agencies that they feel are best suited for Richmond County's needs relating to delinquent EMS bills. Mr. Quicke presented information on the three companies.

Mr. Quicke recommended asked the Board to table this until either February or March and he and Chief Baker will make a recommendation to the Board with the company that best suits the needs of Richmond County.

RICHMOND COUNTY SCHOOL PROJECT UPDATE

Mr. Quicke noted that in the December 2012 Trial Balance Report it shows the Assigned Fund Balances with School Construction Project Fund (\$577,458.70) and non- construction costs will be paid out of that fund.

MONTHLY APPROPRIATIONS

“On a motion made by Courtney M. Sisson, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to appropriate \$85,000.00 to the Richmond County Department of Social Services for the month of February 2013.”

“On a motion made by Richard E. Thomas, the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to appropriate \$1,140,200.00 to the Richmond County Public Schools for the month of February 2013.”

APPROVAL OF DECEMBER 13, 2012 MINUTES

“On a motion made by John L. Haynes, Jr., the Board voted: F. Lee Sanders – aye; Courtney M. Sisson – aye; Richard E. Thomas – aye; Jean C. Harper – aye; John L. Haynes, Jr. – aye: to approve the Minutes of December 13, 2012 as submitted.”

OTHER BUSINESS

Mr. Quicke provided information on the following: Groundwater Management Area Public Notice; VACO 2013 Legislative Information; VML/VACO Legislative Day – January 31st and if anyone is interested in attending please let Mr. Quicke know by January 21st; Northern Neck Regional Jail Board Report for December 2012; Paul Lee, Auditor with Robinson, Farmer and Cox, will present the FY 12 Audit at the February 14, 2013 Board of Supervisors meeting.

Supervisor Richard Thomas said he would like to commend and recognize the members of the Richmond County Support Group for the work of their group.

Supervisor Thomas, Harper stated they supported Sheriff Bryant's efforts on behalf of the safety issues at the Richmond County Public Schools.

Supervisor Haynes stated he would like to join in wishing everyone a Happy New Year and thank everyone for being at the meeting. Mr. Haynes stated 2012 saw more changes come to Richmond County than any year in recent history. Within a couple of weeks, we accepted one of the largest capital projects in the history of our county to expand and renovate our schools and the community seems to be coming together in support. The Community Park has been a great success and many in the community have worked hard on it; Mr. Haynes went on to say he is very impressed with the new Richmond County Fair Grounds and the new Richmond County Little League ball fields comprise a first class facility. In the policy area, Richmond County has recently approved the first Capital Improvement Plan and Richmond County's Comprehensive Plan update is complete. Other County policies and procedures are being systematically reviewed and updated. Mr. Haynes continued to say, as always, the citizens questions and suggestions are welcome. Mr. Haynes stated that he is willing to meet with any citizen to discuss any county-related subject and encouraged anyone wishing to discuss an issue with him to let him know.

ADJOURNMENT

There being no further business, Chairman Sanders adjourned the meeting.

F. Lee Sanders, Chairman
Richmond County Board of Supervisors

